

Full Council

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| Date: | 27 February 2018 |
| Title: | CCTV Agreement |
| Contact Officer: | Cassie Pinnells, Community Services Manager |

Purpose of Report

1. To consider the proposed new five year Agreement.

Background

2. The CCTV system has been in place and operational since 2006 with the ten year agreement between Thame Town Council and South Oxfordshire District Council extended for a further two years which will expire on 31 March 2018.
3. Attached to the report, under Appendix A is a draft five year CCTV Agreement from South Oxfordshire District Council for the Town Council to review and consider. The draft Agreement enables the continuation of the CCTV system from 1 April 2018 onwards.

Commencement and Terms

4. The CCTV Working Group, Cllr Wyse, Cllr Dixon, Cllr Butler, the Community Services Manager and Town Clerk have reviewed the draft Agreement against the previous CCTV Agreement, Appendix B attached to the report, and have made the following observations to discuss with SODC Officers.
 - i. The reduction to five years with an option to extend for a further two years if required has been seen as a more sensible length of time due to changes with technology. This term has been welcomed by all the South Oxfordshire Market Towns.
 - ii. Page 2 Whereas B The District Council has installed CCTV cameras at locations in Thame Town Centre shown on the attached plan. Additional wording to be incorporated to recognise that SODC will update the system in Thame in 2018/19 to digital cameras.
 - iii. Page 4 3. Monitoring The District Council will work with Thames Valley Police and the Vale of White Horse District Council to secure the most cost-effective monitoring arrangements for the CCTV Scheme.

Wording to be amended as the previous agreement with the sentence regarding the capital costs.

3. Capital Costs and Monitoring

The District Council will meet capital costs of the commissioning and installation of the CCTV Scheme and two thirds of the Annual Revenue Operating Costs of the CCTV Scheme in the Town Council's Administrative area. The District Council will work with Thames Valley Police and the Vale of White Horse District Council to secure the most cost-effective monitoring arrangements for the CCTV Scheme.

- iv. Page 5 4. Town Council's Contribution
4.2 To correct the typo within the fee that the Town Council contributes one third of the Annual Revenue Operating up to a maximum of £13,089.
- v. Page 6 6. Payments Arrangement

To request that the Town Council pays in arrears as in the previous agreement and not in advance, as this give SODC time to amend any payment requests. The district should also acknowledge the rebate given to the Town Council for electricity used for housing the CCTV equipment link to the monitoring suite.
- vi. Page 8 14 Termination to leave as 12 months as Thame Town Council budget discussions commence in October and are set in January, a six month break clause would not be achievable.
- vii. Page 9 17 Dispute Resolution to extend from 5 working days to 10 working days. In the unlikely event the Town Council has to evoke this clause it would give both parties time to collate information and obtain legal advice.

Resource Appraisal

- 5. The budget for 2018/19 is £14,000. Estimate cost figure from SODC will be confirmed later in February 2018.

Legal Powers: Local Government and Rating Act 1997, s.31

Recommendation that:

- i) To consider the proposed new five year CCTV Agreement and to make any comments.***